



Washington State Patrol

## REQUEST FOR PUBLIC RECORDS

TRACKING NUMBER

DATE OF REQUEST

TIME OF REQUEST

## REQUESTED BY

Name:

Address:

City, State, ZIP:

Phone No.:

## REQUESTED INFORMATION

## INCIDENT INFORMATION

DATE OF INCIDENT:

TIME OF INCIDENT:

LOCATION (INCLUDE COUNTY):

PARTIES INVOLVED #1:

PARTIES INVOLVED #2:

INVESTIGATING OFFICER:

BADGE NUMBER:

CASE NUMBER:

DATAMASTER NUMBER (IF NEEDED):

## REQUESTER READ AND SIGN:

I understand that if a list of individuals is provided me by the Washington State Patrol, it will neither be used to promote the election of an official or promote or oppose a ballot proposition as prohibited by RCW 42.17.130 nor for commercial purposes or give or provide access to material to others for commercial purposes as prohibited by RCW 42.17.260(9). I further understand that requested records may be redacted in accordance with RCW 42.17.

I understand that I will be charged 15 cents per page (20 or more pages) for all standard letter size copies I desire and that other publications are available at cost. I understand that records will be mailed and/or available once full payment is received by WSP. Any overpayment will not be applied to future requests and will not be refunded.

Personal checks, cashier's checks, or money orders are the only accepted payment methods for public disclosure requests. Cash payments will not be accepted under any circumstances.

REQUESTER'S SIGNATURE

## COMPLETED BY WSP RECORDS COORDINATOR

NO. OF COPIES \_\_\_\_\_ @ \$.15

\$

PHOTOGRAPHS:

\$

AUDIO/VIDEO TAPES:

\$

MANUALS:

\$

CDs/DISKETTES:

\$

SUBTOTAL:

\$

POSTAGE:

\$

TOTAL DUE:

\$

## ACKNOWLEDGEMENT OF RELEASE OF RECORDS

## COMPLETED BY AGENCY RECORDS COORDINATOR

DATE OF RELEASE

TIME OF RELEASE

AMOUNT RECEIVED

FUND

AI

PI

\$

RECIPIENT'S SIGNATURE

PUBLIC RECORDS OFFICER SIGNATURE

**FOR A COPY OF A POLICE TRAFFIC COLLISION REPORT, SEND A \$5 FEE AND A REQUEST TO:**

Washington State Patrol  
Records Section  
PO Box 47382  
Olympia WA 98504-7382

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**REQUESTS FOR ADDITIONAL COLLISION, ARREST, OR TRAFFIC INCIDENT INFORMATION**

Please send your request to the office in the county where the incident occurred.

Pierce and Thurston Counties:

District Public Records Coordinator  
Washington State Patrol  
2502 112<sup>th</sup> Street E  
Tacoma WA 98445-5104  
(253) 536-6210

King County:

District Public Records Coordinator  
Washington State Patrol  
2803 156<sup>th</sup> Avenue SE  
Bellevue WA 98007-6599  
(425) 455-7700

Asotin, Benton, Columbia, Franklin, Garfield, Walla Walla, and Yakima Counties:

District Public Records Coordinator  
Washington State Patrol  
2715 Rudkin Road  
Union Gap WA 98903-1795  
(509) 575-2320

Adams, Ferry, Lincoln, Pend Orielle, Spokane, Stevens, and Whitman Counties:

District Public Records Coordinator  
Washington State Patrol  
6403 W Rowand Road  
Spokane WA 99224-5325  
(509) 227-6609

Clark, Cowlitz, Lewis, Klickitat, and Skamania Counties:

District Public Records Coordinator  
Washington State Patrol  
11018 NE 51<sup>st</sup> Circle  
Vancouver WA 98682-6686  
(360) 449-7909

Chelan, Douglas, Grant, Kittitas, and Okanogan Counties:

District Public Records Coordinator  
Washington State Patrol  
2822 Euclid Avenue  
Wenatchee WA 98801-5916  
(509) 663-9721

Island, San Juan, Skagit, Snohomish, and Whatcom Counties:

District Public Records Coordinator  
Washington State Patrol  
2700 116<sup>th</sup> NE  
Marysville WA 98271-9425  
(360) 658-1345

Clallam, Grays Harbor, Jefferson, Kitsap, Mason, Pacific, and Wahkiakum Counties:

District Public Records Coordinator  
Washington State Patrol  
4811 Werner Road  
Bremerton WA 98312-3333  
(360) 478-4646

**FOR RECORDS NOT INVOLVING A COLLISION, ARREST, OR TRAFFIC INCIDENT, PLEASE SEND THIS FORM TO:**

Washington State Patrol  
Public Records Officer  
PO Box 42631  
Olympia 98504-2611  
Phone - (360) 438-5866  
Fax - (360) 407-0175